

# Hawkins County Library System

[www.hawkinslibraries.org](http://www.hawkinslibraries.org)

Library System Director:  
**Yvonne Woytovich**

yvonne@hawkinslibraries.org  
423-758-6460

## **Surgoinsville Library**

120 Old Stage Road  
Surgoinsville, TN 37873  
Phone: 423-345-4805  
Fax: 423-345-4825  
E-Mail:  
surlibrarytn@gmail.com  
Branch Manager:  
Rachel Franklin



## **Church Hill Library**

412 E. Main Boulevard  
Church Hill, TN 37642  
Phone: 423 357-4591  
Fax: 423-357-8396  
E-Mail:  
chulib8@gmail.com  
Branch Manager:  
Dana Parker



## **H.B. Stamps Memorial Library**

407 E. Main Street, Suite 1  
Rogersville, TN 37857  
Phone: 423 272-8710  
Fax: 423 272-9261  
E-mail:  
hbslib@gmail.com  
Branch Manager:  
Melissa Montgomery

March 30, 2019

FCC ECFS Filing

## **RE: FCC Form 471 Waiver of Filing Window**

Application Numbers: 191041623, 191041624, & 191041626

To Whom It May Concern:

I am writing to request a Waiver of the Filing Window for FCC Form 471 Schools & Libraries E-Rate Program Form applications listed above for the Hawkins County Library System.

I have been a library director for less than six months and am still learning all the processes and procedures of the position.

The 2019 filing year is the first time I have ever participated in the E-Rate program, and I have had some difficulty in navigating the USAC website including getting notifications sent to my email address: [yvonne@hawkinslibraries.org](mailto:yvonne@hawkinslibraries.org). I have also struggled with understanding the forms the first time around.

As soon as I saw that I missed the March 27th deadline, I immediately filed the forms. I would deeply appreciate your understanding & approval of this waiver.

Sincerely,

Yvonne Woytovich  
Library System Director  
Hawkins County Libraries